



Sherwood West Concept Plan Pre-Proposal Conference Questions and Answers

Updated 8/25/14

Q: Will the scoring of the proposals and interviews be cumulative?

A: No, the proposals will get you to the interview. The interviews will be scored separately unless there is a tie.

Q: The Housing Needs Analysis and Concept Plan, are these two related but separate projects? It seems set up for two phases with the Housing Needs Analysis first.

A: Yes. We have a need for both projects and ultimately tied them together through this Request for Proposals (RFP) as we believe the Housing Needs Assessment is necessary to inform the Concept Plan for the Sherwood West area.

Q: How does Council feel about adding/serving this area?

A: The Planning Commission and a majority of the City Council are aware of it, and are generally supportive of planning.

Q: How detailed do you expect the budget information to be for public infrastructure?

A: It is a Concept Plan, so we expect it will be more conceptual than a master plan for the area. We do not expect details such as the amount of pipe needed. The Transportation System Plan (TSP) was recently updated and included project cost information. We are currently looking to complete a rate study for our Systems Development Charges. We are also working on updating the Water System Master Plan and expect to begin updating the Sanitary System and Storm water System master plans within this fiscal year. The costs are expected to be estimates, but will be used to inform the phasing plan for Sherwood West.

Q: Do the infrastructure master plans consider development in the Sherwood West area?

A: We have only worked on the water master plan thus far, and have considered housing unit projections supplied to Metro when the urban reserves were being established. The recent update to the Transportation System Plan considered these numbers as well in the modeling.

Q: With respect to public involvement responsibilities, do you expect the consultant to design and administer a project website separate from the City's website?

A. The City will maintain the main project website; we want people to go to www.sherwoodoregon.gov. However, this wouldn't preclude the consultant from creating and maintaining a site that could be accessed from the City's site.

Q: The RFP states consultants shall have demonstrated expertise in a number of topics, including diversity. That is a pretty broad topic, what is meant?

A: The proposals need to consider demographics and employment. We do not necessarily want to get into a situation where people who work in the town do not have the opportunity to live in the town. In consideration of housing choices, the City is fairly homogenous. Consultants need to be able to discuss

these concepts, address affordability, and be able to visually illustrate how future development of this area can be inclusive.

Q. “Innovation” was used several times, usually in the context of public involvement. Are there any other areas you are looking for innovation?

A. Primarily in the Concept Plan – we are looking for someone who is able to clearly tell the story, visually, about density and housing so people will know what it will look like.

Q: Given the current UGB location, recent failed annexations, is there a sentiment of anti-growth in the community, and if so, how do you expect that these views will affect the Sherwood West Project?

A: The Brookman Concept Plan was completed in 2009 and that area underwent two annexation attempts, one put forward by the City for the entire area and one more recently in 2013 when several property owners attempted an annexation. The community will need to have a clear message and reason for an annexation before it will be approved by the voters. The Housing Needs Analysis (HNA) is expected to inform the community about what the future housing needs for Sherwood are. The community will want to understand what challenges they face in order to generate consensus and support for adding area to the City. It will be important for the team to articulate the costs and benefits associated with growth, and equally important to illustrate within the concept plan how that growth can occur in a manner that is sensitive to the existing community.

Q: How much do you want us to get into polling of the community? What sort of mix or percentage split between existing city residents and Sherwood West area property owners?

A: We would like to see some community consensus. There is no defined percentage split. The primary goal within this process will be to find the most effective way to involve the residents and property owners in the process and gain their buy in on the plan.

Q: Will the Sherwood School District be involved in the process and do they have any property in the study area?

A: There is a fairly new elementary and middle school facility near Elwert and Edy roads. The school district has been involved in planning discussions and has a good partnership with the City. We expect that they will be invited as stakeholder, and are expected to be very involved in the plan.

Q: Will the project need to demonstrate the need, or lack thereof, for employment or commercial uses in the study area?

A: There is a large employment area in the northeast quadrant of the City, including the 300-acre Tonquin Employment Area which has not been annexed. It is likely that this area, combined with the planned employment areas in Tualatin and Wilsonville, is sized to accommodate all of the projected employment; we do not anticipate much employment designated land in the study area. There is a small commercial area planned along the east side of Elwert Road, south of Edy Road. It is possible that some retail/commercial uses could be appropriate in the study area, to serve the local neighborhoods as the area grows.

Q: Can you provide a status update for the Cedar Creek Trail Master Plan?

A: The City is working with the selected consultant on the Statement of Work. ODOT is currently reviewing the project and providing comments on the Statement of Work. Once the SOW is approved we will get the Notice to Proceed and the engineering and permitting design work will take approximately 12-18 months. Construction will be about 9 months.

Q: With respect to the total cost of the project, is there any amount we should try to hit?

A: We have received approximately \$220,000 from the Construction Excise Tax (CET) Grant. We have allocated some of the grant towards a staff position but are also required to provide a match of approximately \$24,500. Further, the City has budgeted about \$ 40,000 to augment the funding from this project. So, we are hoping that the cost of the project will come in at or around 220-230K.

Q: What does “Edge City” mean to you?

A: It’s a suburban community with a mix of people having varying attitudes towards growth. Some people move to edge cities so that they do not have to live in the big city, but are still close enough to have the opportunity to work, and take advantage of the amenities that the bigger city has to offer. They are cities that are on the edge of these larger more urban areas, but just far enough to feel like the place has its own identity.

Q: What is the biggest fear/misperception that you deal with every day?

A: Growth, and in turn density – what it looks like and the impact it can have on the community.

Q: The RFP says that proposals must be post-marked by 4:00pm on September 2, 2014. Does that mean that I can mail the proposal at this time?

A: Yes. Proposals must be post-marked by September 2, 2014.

Q: Who is doing the city's sewer and water master plan update?

A: MSA is working on updating the Water Master Plan. The City has yet to issue the RFP's for the sewer and storm water plans. Those RFP's are expected to be issued within this fiscal year.

Q: Will the City be using Metro’s regional population and employment forecasts as the basis of the HNA?

A: Yes, we will rely on Metro’s regional population and employment forecasts as the basis of the HNA.